

# AGENDA

## GRANT COUNTY BOARD OF COMMISSIONERS

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### **MONDAY, NOVEMBER 23, 2015**

8:30 a.m. – 9:00 a.m. Elected Official Roundtable Meeting

9:00 a.m. – 9:20 a.m. J Strickler, ASC Update and Misc BOCC Action

1. Possible vouchers for Interfund Communications, insurance, legal services, grant administration, etc.
2. **Anticipating:** Rental Agreement (Residential Premises) Grant County, Grant Integrated Services' New Hope Domestic Violence and Sexual Assault Services (Emergency Shelter Renewal).
3. **Anticipating:** Resolution Authorizing Execution of Interlocal Agreement Between Grant County and Fire Districts, City Fire Departments between Grant County and Grant County Fire Protection Districts 3-8 and 10-15, the Port of Moses Lake, the Cities of Ephrata, Moses Lake, Grand Coulee, and Soap Lake, and the Towns of Coulee City and Electric City regarding mutual aid within the County (ASC Action Item #5, below).
4. **Anticipating:** Interlocal Agreement for Mutual Aid and Assistance Between Emergency Response and Management Agencies, entered into by the following parties:
  - Grant County Fire Protection District 3, a special district;
  - Grant County Fire Protection District 4, a special district;
  - Grant County Fire Protection District 5, a special district;
  - Grant County Fire Protection District 6, a special district;
  - Grant County Fire Protection District 7, a special district;
  - Grant County Fire Protection District 8, a special district;
  - Grant County Fire Protection District 10, a special district;
  - Grant County Fire Protection District 11, a special district;
  - Grant County Fire Protection District 12, a special district;
  - Grant County Fire Protection District 13, a special district;
  - Grant County Fire Protection District 14, a special district;
  - Grant County Fire Protection District 15, a special district;
  - The Port of Moses Lake (Public Safety Department), a special district;
  - The City of Ephrata (Fire Department), a municipal corporation;
  - The City of Moses Lake (Fire Department), a municipal corporation;
  - The Town of Coulee City (Fire Department), a municipal corporation;
  - The Town of Electric City (Fire Department), a municipal corporation;
  - The City of Grand Coulee (Fire Department), a municipal corporation;
  - The City of Soap Lake (Fire Department), a municipal corporation; and
  - Grant County, Washington, a political subdivision.

This Agreement shall be effective with respect to any party upon signature by the party and shall renew automatically from year to year effective January 1 to December 31 of each calendar year, unless earlier terminated as provided within the Agreement.

NOTE: ALL TIMES ARE ESTIMATES TO ASSIST IN SCHEDULING AND MAY BE CHANGED SUBJECT TO THE BUSINESS OF THE DAY AT THE BOARD'S DISCRETION. THE BOARD MAY ADD AND/OR DELETE AND TAKE ANY ACTION ON ANY ITEM NOT INCLUDED IN THE ABOVE AGENDA. ANY SUBJECT PLACED ON THE AGENDA REGARDLESS OF HOW THE MATTER IS STATED ON THE AGENDA, MAY BE ACTED UPON BY THE BOARD.

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Week of November 23, 2015**

5. Resolution Authorizing Execution of Intergovernmental Agreement between Grant County and the Town of Wilson Creek regarding State Building Code administration and enforcement (see ASC Action Item #8, below).
6. Interlocal Agreement Regarding State Building Code Administration and Enforcement between Grant County, by and through the Grant County Building Department/Fire Marshal Office, and the Town of Wilson Creek for furnishing the administration and enforcement services required to carry out the purposes of the State Building Code Act. Term is from date of last signature to July 31, 2019.
7. Updated Grant County, Washington, Policy No. 500, *Standards of Conduct*, with an effective date of Tuesday, November 24, 2015. The update modifies Section 512.5, County Credit/Debit Cards, which has been changed to "Electronic Payments, Card Usage" in order to address the following areas:
  - County Procurement/Credit and Travel Card Program;
  - Acceptance of Electronic Payments by the County; and
  - Creation/Issuance of Pre-Paid Cards.
8. Grant County, Washington, Policy No. 1100, *Health, Safety & Security*. Effective date is November 24, 2015.
9. Grant County, Washington, Policy No. 1200, *Travel, Training & Expense Reimbursement*. Effective date is November 24, 2015.
10. **Anticipating:** APS Healthcare Fifth Amendment to Employee Assistance Program Agreement between APS Healthcare Bethesda, Inc. and Grant County. This modifies the rate (Exhibit B, Scope of Coverage, Rates and Payments).
11. **Anticipating:** Grant County Equal Opportunity Employment Plan, 2015-2017.
12. Resolution Authorizing Execution of Interlocal Agreement Between Grant County and the National Joint Powers Alliance (NJPA) for the purpose of Grant County accessing available contracts for goods and services from NJPA Awarded Vendors. (ASC Action Item #13, below).
13. National Joint Powers Alliance (NJPA) Joint Powers Agreement with Grant County, aka Joint Exercise of Powers Agreement, for the purpose of Grant County accessing available contracts for goods and services from NJPA Awarded Vendors. Term is from the date of final signature and remains in effect until canceled by either party upon thirty (30) days' written notice to the other party.
14. Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Full Time Contractor, between Grant County and Rafael Gonzales. Term is January 1, 2016 to December 31, 2017.
15. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Full Time Contractor, between Grant County and Robert Kentner. Term is January 1, 2016 to December 31, 2017.
16. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Full Time Contractor, between Grant County and Michael Morgan. Term is January 1, 2016 to December 31, 2017.
17. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Conflicts/Overflow Contractor, between Grant County and Michael Felice. Term is January 1, 2016 to December 31, 2017.

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18. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Conflicts/Overflow Contractor, between Grant County and N. Smith Hagopian. Term is January 1, 2016 to December 31, 2017.
19. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in the Juvenile Division of Grant County Superior Court (Juvenile Offenders Only) between Grant County and Devra Sigle Hermosilla. Term is January 1, 2016 to December 31, 2017.
20. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in the Juvenile Division of Grant County Superior Court (Juvenile Offenders Only) between Grant County and Lyliane Couture. Term is January 1, 2016 to December 31, 2017.
21. **Anticipating:** 2016-2017 Professional Services Agreement, Conflict and Overflow Investigator, between Grant County and Mac Doney, dba Citadel Investigations. Term is January 1, 2016 to December 31, 2017.
22. **Anticipating:** 2016-2017 Professional Services Agreement, Conflict and Overflow Investigator, between Grant County and Jeff Wade, dba Wade Investigation Services. Term is January 1, 2016 to December 31, 2017.
23. **Anticipating:** 2016-2017 Professional Services Agreement, Conflict and Overflow Investigator, between Grant County and Karl Calhoun, dba Calhoun Investigative Services. Term is January 1, 2016 to December 31, 2017.
24. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County District Court for Appeals between Grant County and Jeff Goldstein. Term is January 1, 2016 to December 31, 2017.
25. **Anticipating:** 2016 Professional Services Agreement, Interpreter, between Grant County and Saúl Castillo, dba The Interpreter. Term is January 1, 2016 to December 31, 2016.
26. **Anticipating:** 2016 Professional Services Agreement, Interpreter, between Grant County and Ross Miller. Term is January 1, 2016 to December 31, 2016.
27. 2016 Grant County Fishing Map Agreement between Grant County, by and through the Grant County Tourism Commission, and NW Weekend Get-Aways, LLC. Term is December 1, 2015 through December 1, 2016.
28. 2016 Eastern Washington Vacation/Travel Planner Agreement between Grant County, by and through the Grant County Tourism Commission, and NW Weekend Get-Aways, LLC. Term is December 1, 2015 through December 1, 2016.
29. Authorization for Release of Funds on Strategic Infrastructure Project (SIP) #2014-06, City of Soap Lake, Main Avenue Improvements, as follows: (a) \$31,000.00 in grant funding to the City of Soap Lake; and (2) the 2.5% Administrative Fee on the project to the Grant County Economic Development Council in the amount of \$775.00.
30. Authorization for Release of Funds on Strategic Infrastructure Project (SIP) #2015-02, Grant County Public Works, Moses Lake North Dam Replacement Project, as follows: (1) \$300,000.00 in grant funding to Public Works; and (2) the 2.5% Administrative Fee on the project to the Grant County Economic Development Council in the amount of \$7,500.00.
31. Cerner Corporation agreement with Grant County, by and between Grant Integrated Services, entitled *Cerner System Schedule No. 1*, for products/services upon the terms of the schedule and the Cerner Business Agreement dated January 6, 2006 between Grant County and Cerner. The schedule is for managed services (one-time fees) of \$15,000 and managed services monthly fees – 1<sup>st</sup> quarter for \$12,600.

**Grant County Commissioners Agenda  
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10:00 a.m. – 10:20 a.m.	Commissioners Office Safety Meeting
10:30 a.m. – 10:45 a.m.	Citizen Public Comment Period
11:00 a.m. – 11:50 a.m.	Budget and Finance Update
2:00 p.m. – 2:50 p.m.	K Eslinger, Human Resources Update
3:00 p.m. – 3:20 p.m.	A McGuire, WSU Cooperative Extension Program Update
3:30 p.m. – 4:20 p.m.	B Adame, Fairgrounds Update

**TUESDAY, NOVEMBER 24, 2015**

9:00 a.m. – 9:30 a.m.	R Stevens, Certification of General Election (Elections Department)
9:30 a.m. – 10:20 a.m.	L Stoltman and D Hooper, Voluntary Stewardship Program (VSP) Planning Meeting
11:00 a.m. – 11:20 a.m.	W Swanson, Juvenile Court and Youth Services Update
11:30 a.m. – 11:50 a.m.	G Goodwin, Discussion on Chelan/Douglas/Grant County Behavioral Health Organization – Conference Call
12:00 p.m. – 1:00 p.m.	Commissioners at PUD Commissioner Luncheon (PUD Office, Ephrata)
1:30 p.m. – 2:20 p.m.	J Tincher, Public Works Update
	<ol style="list-style-type: none"><li>1. Yearly Review of Equipment Rental Rates</li><li>2. Resolution: Adopting 2016 Annual Road Construction Program</li></ol>
2:00 p.m. – 2:20 p.m.	Open Record Public Hearing, Current Expense and Road Fund Levy Resolution and Certification Adoption

Open Record Public Hearing pursuant to RCW 24.55.120 to consider revenue sources for Grant County's 2016 Current Expense and Road Fund budgets and on the estimated amount of property taxes to be received from assessed valuations on property within Grant County. The hearing shall include consideration of possible increases in property tax revenues. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any and annexations that have occurred and refunds made. The proposed 2015 property tax levy for collection in 2016 is:

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- Current Expense - \$16,848,158.00 which is the amount levied in 2014 for collection in 2015, plus an increase of 1% on the maximum tax rate allowed by law which is an estimated increase of \$166,813.00
- County Road Fund - \$8,788,986.00 which is the amount levied in 2014 for collection in 2015, plus an increase of 0.890335% on the maximum tax rate allowed by law which is an estimated increase of \$78,251.00

2:30 p.m. – 2:50 p.m.                      G Dano, Prosecuting Attorney’s Office Update

3:00 p.m. – 3:15 p.m.                      Consent Agenda (Items 1 through 10)

**COMMISSIONERS OFFICE**

1. Commissioner’s Office and Public Defense Vouchers.

**AUDITOR’S OFFICE – ACCOUNTING DEPARTMENT**

2. Request to create a new Internal Service Fund titled “Central Services” Fund #523. This fund will be used to exclusively track the operations of the Central Services Department, per RCW 36.92.
3. Resolution in the matter of creating a Grant County Central Services department, per RCW 36.92, and placing the Department of Facilities and Maintenance, Interfund Communications, and Technology Services under their umbrella.

**JUVENILE COURT AND YOUTH SERVICES**

4. Request to purchase two photocopiers that were budgeted in their 2015 Capital Outlay budget, from Business Interiors in the amount of \$19,740.00. Their current budget for these item are \$12,000.00 so they request to move \$6,000.00 of their unused Capital Outlay funds to the purchase of the copiers and the balance they will be able to cover within their current operating budget.

**HUMAN RESOURCES**

5. Personnel Action Request for the salary, wage and/or position changes for: Brenda Adame, Fairgrounds; John Martin, Technology Services; LeRoy Allison, Grant Integrated Services; and Shelly Spencer, Clerk’s Office.
6. Recommendation Memorandum regarding a request from the Fairgrounds to appoint Brenda Adame as the Interim Fairgrounds Director due to the resignation of the current Fairgrounds Director. The HR Director recommends approval.
7. Recommendation Memorandum regarding a request from Central Services/Technology Services for the final portion of the Technology Services restructuring - John Martin. The HR Director recommends approval.
8. Recommendation Memorandum regarding a request from the Clerk’s Office to adjust the wages for Shelly Spencer who was impacted by wage compression due to step increases being held for budgetary reasons. The HR Director recommends approval.

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**PLANNING DEPARTMENT**

9. Out of state travel request for Elisabeth Lauver and Connor Lange to attend the ESRI International User Conference from June 26 – July 1, 2016 in San Diego, CA.

**FACILITIES AND MAINTENANCE**

10. Recommendation to hire Simplex Grinnell to complete the annual tests and inspections of the County's fire and suppression systems. The amount will be \$4,163.00 per year.

3:30 p.m. – 4:00 p.m.                      J Nelson, DA Davidson – Bond Discussion

**WEDNESDAY, NOVEMBER 25, 2015**

9:00 a.m. – 9:50 a.m.                      C Pence, New Hope Update  
10:00 a.m. – 10:20 a.m.                      B Hill, Public Defense Update  
10:30 a.m. – 10:50 a.m.                      T Jones, Sheriff's Office Update  
11:30 a.m. – 12:00 p.m.                      R Stevens, Finance Committee Meeting

**THURSDAY, NOVEMBER 26 and 27, 2015**

Thanksgiving Day Holiday, Courthouse Closed